



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

November 5, 2009

W. Michael Banks, Treasurer
Lee Hawkins for Congress
4710 Jim Hood Road
Gainesville, GA 30506

Response Due Date:
December 10, 2009

Identification Number: C00465617

Reference: October Quarterly Report (7/1/09 – 9/30/09)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 3 items:

1. Itemized disbursements must include a brief statement or description of why each disbursement was made. Please amend Schedule B supporting Line 17 of your report to clarify the following: "campaign materials", "consulting" and "in-kind". For further guidance regarding acceptable purposes of disbursement, please refer to 11 CFR 104.3(b)(4)(A).

Additional clarification regarding inadequate purposes of disbursement published in the Federal Register can be found at http://www.fec.gov/law/policy/purposeofdisbursement/inadequate_purpose_list_3507.pdf.

2. Schedules C of your report discloses loans for which the sources is unclear. Please amend your report to clarify the source of the loans owed to Lee Hawkins for Congress. (11 CFR §§ 100.52(a), 100.52(b), and 104.3(d))

3. Please be advised that contributions from individuals and political committees should be itemized on a separate Schedule A. Additionally, the total amount of these contributions should be reported on the appropriate line of the Detailed Summary Page information – Lines 11(a), 11(b) and 11(c). (2 U.S.C. § 434)

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